

**Brinsley Parish Council**

**Minutes of Brinsley Parish Council Meeting Wednesday 9<sup>th</sup> June 2021**

**Held at Brinsley Parish Hall NG16 5BY commencing at 7.00 p.m.**

**Present:** Chairman Councillor Mrs. T. Davies

Councillors Ms. G. Bellamy, Mrs. R. Herrett Bellamy, T. Egglestone (left meeting at items Exclusion of Public Order 53/2022 & 54/2022), T. Farrelly, P. Hunt, B. O'Neill, Mrs. H. Stevenson, Mrs. V. Wakeling, Mrs. C. Wardle & Vice-Chairman Mrs. E. Williamson (left meeting at Exclusion of Public Order items 53/2022 & 54/2022).

Also present 5 members of public and staff S. Trower (absent during Exclusion of Public Order items 53/2022 & 54/2022).

**31/2022 APOLOGIES** received from Councillors J. Handley & Mrs. T. Hennessy; P.C.S.O. P. Keeley Nottinghamshire Police.

**32/2022 DECLARATIONS OF DISCLOSABLE PECUNIARY & OTHER INTERESTS**

Councillor Mrs. E. Williamson declared a non-pecuniary interest in the Brinsley Food Bank (reference agenda item 18a Parish Council Garage). The Member remained within the meeting room but did not participate in discussion or voting on the matter.

Councillor Mrs. V. Wakeling declared a non-pecuniary interest with dispensation for bowls and remained in the meeting room during discussion but did not participate in voting on any matter relating to the item.

**33/2022 TO RECEIVE, CONSIDER AND RECORD COUNCILLORS' REQUESTS FOR DISPENSATION**

A dispensation application submitted by Councillor Mrs. E. Williamson for Brinsley Food Bank.

**RESOLVED:** - That the dispensation approved.

**34/2022 SUSPENSION OF STANDING ORDERS**

**RESOLVED:** - That Standing Orders suspended to allow the following: -

**35/2022 OPEN FORUM**

Members of the public addressed the meeting: (i) Retirement of resident from management of Neighbourhood Watch. Resident would continue to circulate information. (ii) Correspondence; the Chairman updated.

**36/2022 BROXTOWE BOROUGH COUNCIL MATTERS**

Broxtowe Borough Councillor Mrs. E. Williamson addressed the meeting: -

- 21.1 million awarded to Stapleford by the Government towards the Town's Fund Initiative
- Eastwood Town bid submitted for Town funding noted; if successful the bid would include funding towards D.H. Lawrence Country Park to the benefit of Brinsley.

**37/2022 NOTTINGHAMSHIRE COUNTY COUNCIL MATTERS**

Nottinghamshire County Councillor Mrs. E. Williamson addressed the meeting: -

- No Council meetings held to date
- Brief overview received; noted Nottinghamshire County Council unitary to disband or join with Broxtowe Borough Council not a priority agenda item.
- Climate emergency discussed with commitment to become a carbon neutral county, reduction of plastic waste; promotion of refill campaign to promote water filling stations.
- Cross party to be established to consider road maintenance across the county and options available to achieve this. A discussion was held regarding requirement for repair of pot holes in the parish.

**38/2022 POLICE MATTERS**

- Stakeholder Update late May 2021 received from Inspector Simon Riley. Circulated to Council.
- Apologies for absence received from P.C.S.O. Peter Keeley who had been in contact with the Chairman to update on parish matters. Noted Police computer issues remained; therefore, no crime statistics update was currently available. This would be forwarded to Council as soon as technical issues resolved.

**39/2022 GREENWOOD FORUM UPDATE**

Cllr Mrs. H. Stevenson advised a report from the Parish representative would be provided for distribution at the next Council meeting.

**40/2022 ADDRESS BY COUNCILLORS WHO HAVE DECLARED A PECUNIARY INTEREST IN AN AGENDA ITEM**

No addresses.

**41/2022 RE-INSTATEMENT OF STANDING ORDERS RESOLVED: -** That Standing Orders re-instated.

**42/2022 MINUTES**

Minutes of the Annual Parish Council Meeting of Brinsley Parish Council held Wednesday 19<sup>th</sup> May 2021 considered.

**RESOLVED: -** Subject to amendment to page footer to read: 'Brinsley Parish Council' the Minutes approved for signature by the Chairman.

**43/2022 REPORT OF THE CHAIRMAN CLLR MRS. T. DAVIES**

The Chairman reported as follows: -

- Discussion with P.C.S.O regarding anti-social behaviour at the Brinsley recreation ground; damage had been caused to a tree allegedly a sharp instrument. The condition of the tree would be monitored.
- Proposal for Council Watch as discussed with P.C.S.O. by Chairman with volunteer Councillors monitoring the recreation ground. Some concern was expressed by Councillors. Photos of evidence were permitted to be taken to send to the Police. Further discussions regarding the initiative to take place. Cllr Herrett Bellamy suggested a working policy to ensure the safety of volunteer Councillors within the initiative.
- Cllr Egglestone demonstrated the Parish Council CCTV set up with cameras but this did not provide full coverage of the whole site.
- Concern was expressed with youths using equipment in the play area which was designated for 12 years old and under (advisory signage installed)

A member of the public present in the meeting room caused a verbal disturbance.

**44/2022 ADJOURNMENT OF MEETING**

The Chairman adjourned the meeting; Nottinghamshire Police were summoned by the Chairman to attend and dealt with the situation. Resolved after approximately 15 minutes.

**45/2022 RE-INSTATEMENT OF STANDING ORDERS RESOLVED** that the meeting reconvened.

**46/2022 REPORT OF THE CHAIRMAN CLLR MRS. T. DAVIES CONTINUATION**

- The Chairman reported the Brinsley recreation ground goalposts would be left in place during 2021 due to the extended season affected by Covid measures. Advisory information received from Broxtowe Borough Council to allow resting period of the goal mouth areas.
- Broxtowe Borough Council was conducting a Community Governance Review to provide an opportunity to review and make changes to governance arrangements at parish level. Tuesday 22<sup>nd</sup> June 2021 at 6.30 p.m. by Teams Remote had been set up by Broxtowe Borough Council for the parish of Brinsley. The public would be able to attend the information meeting with link provided through websites
- Morrisons had contacted the Chairman to donate items to the community. Councillors were asked to submit recommendations for distribution to include nursing home, football teams using Brinsley grounds, recommendation to donate to Brinsley Primary School, subject to school policy.
- National Association of Local Councils information relating to Principles of Public Life noted.
- Chairman report on the difficulties at the Parish Hall regarding provision of hot water due to boiler/outlet facility. Contractors have inspected the site. Discussion of Cllr Williamson seeking funding opportunities to promote green energy supplies. Cllr Egglestone reported on the independent gas supplied heaters within the main hall which increased energy supply costs significantly.
- Discussion of improving floral areas around the parish; update to be sought from Broxtowe Borough Council. Proposal for bulb planting in areas around the village; Cllr Williamson had set plants in the parish planter at the hall.

**47/2022 REPORTS OF COMMITTEES RESOLVED: -**

- a) Application for appointment to Committees Events & Premises; Personnel received from Cllr Mrs. V. Wakeling approved.
- b) Finance & General Purposes Committee Date to be agreed.
- c) Neighbourhood Plan Committee Meeting organised to take place 10<sup>th</sup> June 2021.
- d) Personnel Committee Meeting organised to take place 22<sup>nd</sup> June 2021.
- e) Events & Premises Committee (i) Meeting organised to take place 23<sup>rd</sup> June 2021. (ii) The hall and grounds earmarked for Parish Council Event to celebrate Her Majesty the Queen's Platinum Jubilee 2<sup>nd</sup> – 5<sup>th</sup> June 2022. (iii) Meeting to be organised with ECFC regarding summer activities. (iv) Nottinghamshire Police requested permission to organise bike security event at Brinsley Parish Hall; the Council agreed this may be appropriate linked to the summer activities.

**48/2022 TO CONSIDER RE-OPENING DATE FOR HIRE OF PARISH PREMISES**

It was reported in accordance with Government Coronavirus restrictions an announcement was due by the Government on 14<sup>th</sup> June 2021. Proposal for Monday 21<sup>st</sup> June 2021 subject to Government announcement. It was noted some essential health groups were able to use the premises within approved guidelines. The Chairman reported the main hall was not available for yoga on the evening required.

Cllr Williamson proposed that the hall was reserved for one evening per week (the hall was currently available for hire on Thursday evenings) to host youth activities, subject to availability of volunteer leaders. Information was provided regarding health & safety and safeguarding requirements from volunteers to host the events. Noted the Parish Council was unable to manage a youth club due to lack of qualified staff and cost implications. Cllr Stevenson provided information on a youth club in neighbouring village, which young people paid to attend.

Information was provided on the management of the former youth club at Brinsley; a Nottinghamshire County Council mobile facility had also visited the recreation ground but this was disbanded. The Chairman reported on youth club run at Eastwood. Cllr Bellamy reported on Youth Together project at Selston.

**RESOLVED: -**

- a) That the Parish Hall re-open for hire from Monday 21<sup>st</sup> June 2021 subject to Government announcement 14<sup>th</sup> June 2021.
- b) That information to be brought forward to the next meeting on 14<sup>th</sup> July 2021 on youth facilities in neighbouring parishes.
- c) That the availability of the main hall on a Thursday evening to be hired to an interested party if enquiry received.

**49/2022 FINANCIAL MATTERS**

- a) To confirm receipt of income, expenditure and reconciliation April 2021 as distributed at Council meeting 19<sup>th</sup> May 2021. As attached.
- b) To receive income and expenditure report May 2021 as attached (subject to additional income & transactions on receipt of Bank of Ireland statement May 2021).
- c) To confirm hire charges for premises 2021 – 2022 (currently as 2020 costs due to pandemic) query raised regarding reductions for block bookings and children’s activities at the hall.

**RESOLVED: -**

- i. That (a) April 2021 income £65,487.35; expenditure £7329.98 & reconciliation cash balance £118,027.37 approved as attached.
- ii. That (b)h May 2021 income 853.20; expenditure £13,979.74 approved as attached.
- iii. That (c) hire charges referred to next Finance & G.P. Committee Meeting.

**50/2022 PLANNING MATTERS**

Broxtowe Borough Council Planning applications update circulated: -

a)	21/00072/FUL	80 Cordy Lane Brinsley	Two storey rear extension	Pending
b)	20/00492/LBC	2 Hall Farm Hall Lane	Replacement Windows	Pending
c)	20/00621/FUL	54 Broad Lane Brinsley	Change of use for dog grooming	Conditional permission
d)	21/00286/FUL	50 Hall Lane Brinsley	Construct single storey rear extension	Pending
e)	21/00313/FUL	14 Cherry Tree Close	Retain detached single garage	Pending
f)	21/00231/PNH	22 High Street Brinsley	Single storey rear extension	Prior approval not required
g)	21/00359/FUL	1 Clumber Avenue	Construct single storey rear extension	Pending

**RESOLVED: -** No comments.

**51/2022 CLERK REPORT**

- a) Broxtowe Borough Council Community Governance Review organised by the Borough Council to take place by Teams Remote 22<sup>nd</sup> June 2021 at 6.30 p.m. Councillors and public invited to attend.
- b) APT Dog Training Sessions request from hirer of premises to organise outdoor dog training at the recreation ground until the Parish Hall re-opens for business. 6 p.m. until 8 p.m. under strict Covid regulations limited to 5 or 6 clients.
- c) Brinsley Primary School Park & Stride Scheme initiative with an aim to reduce traffic movement on Moor Road during term times. Cllr Williamson reported the Primary School had been working on environmental projects including seeking ways to reduce the carbon footprint. Discussion of School Road Crossing Warden re-introduction as pupil numbers had increased as it was felt the zebra crossing would require monitor for safety; noted this was a County Council matter. Discussion of the impact on the Parish Hall car park when hall was again under hire. Use of football car park would require Council to manage opening and closing times. Also, safe crossing points discussed. Use of Church car park discussed subject to agreement with Church leaders. Encouragement to walk to school supported. Insurance liabilities on Council discussed for multi-use of the car park. Identification of safe routes for parents and children to use.
- d) Appointments for Broxtowe Borough Council circulated to Council: -  
The Worshipful the Mayor of the Borough of Broxtowe  
Deputy Mayor  
Councillor Richard MacRae  
Councillor David Grindell
- e) Charitable Organisation invitation to attend Council Meeting referred from last meeting
- f) Parish Council Newsletter date for next edition.
- g) National Association of Local Councils (i) People Powered Change (ii) Set up of new national network for LGBT & Councillors (iii) Meeting with Local Government Minister Luke Hall MP (iv) MPs and peers elected to champion local Councils in Parliament (v) Low interest rates information
- h) Local Government Association Model Councillor Code of Conduct updated 17<sup>th</sup> May 2021 circulated to Council.

**RESOLVED: -**

- i. That a) information received.
- ii. That b) no objections subject to agreed measures in place.
- iii. That c) further information to be sought for consideration at next meeting.
- iv. That d) noted.
- v. That e) referred to later in the year.

- vi. That f) Agenda for next meeting. Councillors were encouraged to prepare profiles.
- vii. That h) referred to next meeting for review and consideration.

**52/2022 PREMISES REPORT**

- a) Hot Water Facility Parish Hall Pump Services quotation new boiler £3450.00 nett. Hot water route piping £186.00.
- b) Quotation for Mobile Toilet Facilities received from Kniftons for 19<sup>th</sup> July 2021 to 13<sup>th</sup> September 2021 £880.00 nett for two toilets (one single, one disabled access) with one weekly visit; additional £200.00 fee for twice weekly visit.
- c) Application for use of football pitches (i) Moorgreen Colts application to use pitch one every Saturday morning during football season (ii) Under 10s team applied for use of pitch Saturday or Sunday mornings with coloured lines requirement for smaller pitch size. The team would install mobile pop-up nets for the games.
- d) Grounds Report referred from 19<sup>th</sup> May 2021 meeting received.
- e) Recommendations for Skip Hire
- f) Painting Quotation for outdoor equipment as detailed. Quotation received from Broxtowe Borough Council contractor in the sum of £415.00 to paint equipment on the play area in need of attention & teen shelter.

**RESOLVED: -**

- i. That a) approved for hot water facility required for hall.
- ii. That b) Mobile Toilets Installation for summer period approved with once weekly visit at a total cost for facility in the sum of £880.00. Recorded objection Cllr P. Hunt.
- iii. That c) Moorgreen Colts approved for use of ground; that approved for use by under 10s team subject to the requirements to be accommodated by availability and Borough Council providing coloured pitch markings.
- iv. That d) grounds report referred to Events & Premises Committee.
- v. That e) skip hire to support Chairman's working party at the Parish Hall by arrangement.
- vi. That f) painting quotation refer to Events & Premises Committee.

The Chairman called a 5-minute rest break in accordance with Standing Orders.

**53/2022 EXCLUSION OF PUBLIC ORDER**

**RESOLVED** that agenda items 12 & 13 required the exclusion of the Press and Public in accordance with the Public Bodies (admission to meetings) Act 1960 for matters appertaining to confidential or except information. Councillor Mrs. E. Williamson & Clerk left the meeting room during items 53/2022 & 54/2022.

**54/2022 APPLICATION TO HIRE GROUNDS FOR PURPOSE OF CARNIVAL 2021**

Councillor T. Egglestone left the meeting before voting took place on the application: -

**RESOLVED: -**

- a) That the application received from a private hirer for a 3-day hire period of grounds approved subject to terms and conditions of the Brinsley Parish Council hire agreement at a cost of £150.00 per day, totalling £450.00. Requirements for public liability insurance, adequate risk assessment and method statement for event.
- b) All documentation required by Brinsley Parish Council by 30<sup>th</sup> June 2021.
- c) That an invitation to be extended to Brinsley Carnival Committee for apply Section 137 funding towards cost of hire.

Recorded Cllr Mrs. R. Herrett Bellamy abstained.

**55/2022 STAFF VACANCIES RESOLVED: -**

- a) Refer to next Personnel Committee.
- b) Cllrs P. Hunt & Mrs. C. Wardle to review job description and duties for Caretakers.

**56/2022 DATE OF NEXT MEETING**

The next meeting of Brinsley Parish Council to take place on Wednesday 14<sup>th</sup> July 2021 at the Brinsley Parish Hall/Meeting Room commencing at 7.00 p.m. with attendance subject to restrictions imposed by Government after 14<sup>th</sup> June 2021 announcement.

The Chairman closed the meeting at 10.10 p.m.

**BRINSLEY PARISH COUNCIL**  
**BANK AND CASH CONTROL ACCOUNT**  
**April 2021/2022 Statement**

**2021/2022**

**72/73/204**

			Debit	Credit
<b>Opening balance</b>	<b>2021/2022</b>			
	Current Account	24,069.21	TSB	
		0.00		
	BOI Account	38,764.30		
	Other	1.02	0.00	
		<b>62,834.53</b>		
	uncleared cheques	2,964.53		59,870.00
		<b>59,870.00</b>		
<b>Income</b>				
	Current Account	65,310.20		
	BOI account	<b>0.00</b>		
	Cancelled cheques	177.15		
	Other	0.00	65,487.35	125,357.35
		<b>65,487.35</b>		
<b>Payments</b>				
	Current Account	<b>7329.98</b>		
	Transfer BOI to TSB	<b>0.00</b>	0.00	
	General fund account	<b>0.00</b>	0.00	
			<b>7,329.98</b>	<b>118,027.37</b>
<b>Closing balance</b>				
<b>Statement</b>	Current Account	80,974.13		
	Deposit Account	0.00		
	General fund account	38,441.93		
	Petty cash	5.07		
		<b>119,421.13</b>		
less	uncleared cheques	1,393.76		
		<b>118,027.37</b>		<b>0.00</b>
				<b>Difference</b>

cheque no    uncleared

£910.00	£479.76	2020/21 withdrawn cheque
£911.00	192	reimbursed into account
£912.00	540	£177.15
£712.00	100	
£713.00	32	
£880.00	50	
	<b>£1,393.76</b>	

2021/2022

Income

Expenditure

April	65487.35	7329.98
May		
June		
July		
August		
September		
Oct		

## BRINSLEY PARISH COUNCIL STATEMENTS 2021 - 2022

May-21

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Cheque Payee	Description	Nett	VAT	Gross
913 S. Walters	Remove asbestos garage roof	480.00	96.00	576.00
914 S. Walters	Remove vandalised bin & concrete	50.00	10.00	60.00
914 S. Walters	Install sanitary fittings disabled toilet	15.00	3.00	18.00
915 Deans	Flowers Prince Philip wreath	50.00	0.00	50.00
916 Vanessa Morris	3 Gateway Signs & full VAT claim	3943.83	1577.67	5521.50
917 S. Walters	Electrical sockets pavilion	140.00	28.00	168.00
918 Cllr T.Davies	Annual Chairman Allowance	650.00	0.00	650.00
919 D. Knight	Parish Hall drains service	45.00	0.00	45.00
920 S. Walters	Decoration to new disabled toilet	220.00	44.00	264.00
921 S. Walters	New roof on Council garage	1750.00	350.00	2100.00
BACS J. Harbon	Window cleaning	40.00	0.00	40.00
BACS HMRC	May payment	866.15	0.00	866.15
BACS B. Wood	Independent internal audit 2020-2021	161.40	0.00	161.40
BACS Mercury	CCTV & mobile system services	139.00	27.80	166.80
BACS Staff	Salaries May 2021	2985.60	0.00	2985.60
DD Waterplus	Water rates	15.88	0.00	15.88
DD Total Gas & Power	Electricity charges pavilion	93.45	4.55	98.00
DD Total Gas & Power	Electricity charges hall	136.99	6.84	143.83
DD TSB	Service charges	12.15	0.00	12.15
DDE Agilico	Photocopying charges	31.20	6.23	37.43
		<b>11825.65</b>	<b>2154.09</b>	<b>13979.74</b>

Pavillion hire to charity	811.20
Football match	42.00
	<b>853.20</b>

Statement incomplete at 3rd June 2021 awaiting Bank of Ireland Statement  
 On receipt an updated statement and reconciliation will be emailed to Council  
 VAT recoverable through reclaim